

**GLASTONBURY TOWN COUNCIL
REGULAR MEETING MINUTES
TUESDAY, JANUARY 9, 2018**

The Glastonbury Town Council with Town Manager, Richard J. Johnson, in attendance, held a Regular Meeting at 7:00 p.m. at the Council Chambers of Town Hall, 2155 Main Street, Glastonbury, Connecticut.

1. Roll Call

Council Members

Mr. Thomas P. Gullotta, Chairman
Mrs. Jill Barry, Vice Chairman
Dr. Stewart Beckett III
Ms. Deborah A. Carroll
Mr. Kurt P. Cavanaugh
Ms. Mary LaChance
Mr. Lawrence Niland
Mr. George P. Norman
Mr. Whit C. Osgood

1. Roll Call.

(a) Pledge of Allegiance.

Led by Mr. Norman

Chairman Gullotta held a moment of silence in remembrance of former Councilman and Chairman, Bill Constantine.

2. Public Comment.

Ms. Candice Maningas of 202 Indian Hill Trail expressed hope to be on a future agenda and spoke to the research they are conducting on town energy usage as well as a regional event where towns complete tasks for grant money. She expressed hope to see town officials and staff at the event on January 16, 2018, but indicated she would be back to share details. Chairman Gullotta thanked her for her interest in the town.

3. Special Reports.

None

4. Old Business.

(a) Discussion concerning proposed communication tower – 63 Woodland Street.

Mr. Johnson reviewed his memo on the subject to the Council dated January 5, 2018, noting the upcoming hearings and balloon float for the communications tower at Woodland Street. He emphasized that it can be seen from the Matson Hill Open Space and other properties on Matson Hill. He suggested it could be evaluated for public safety to increase coverage at trouble spots at Grange and Clark Hill at no cost and they could seek the ability to locate it as well as consider some effort to disguise the tower if it works. Mr. Osgood circulated pictures of a pole that looked like a pine tree and also suggested that the antennas within the monopole might work as well. Chairman Gullotta noted that there was a pole in another Connecticut town with a flag that may be acceptable.

Motion By: Dr. Beckett

Seconded By: Mr. Niland

BE IT RESOLVED, that the Glastonbury Town Council hereby seeks the evaluation of the proposed cell tower on Woodland Street for public safety at no cost, the ability to locate the tower on the site for minimum impact to the surrounding properties and for the town to be able to choose a stealth tower, specifically a faux pine tree or antennas within the monopole, to further minimize the visual impact.

Result: Motion passes {9-0-0}

(b) Follow-up report on LINKS Program – Special Revenue Fund (tabled at December 5, 2017 meeting).

Motion By: Dr. Beckett

Seconded By: Mr. Niland

BE IT RESOLVED, that the Glastonbury Town Council hereby removes from the table for discussion, the action to establish a special revenue fund for the LINKS program.

Result: Motion passes {9-0-0}

Mr. Johnson reviewed his memo on the subject to the Council dated January 5, 2018, saying that having spoken to the town auditor, the special revenue fund was not the way to go. He continued saying that the superintendent discussed it with the Board of Education which favorably approved a plan to include a separate page within the Board of Education budget similar to magnet school and special education revenues. Dr. Beckett said he went to the Board of Education meeting and liked the idea of the LINKS Program but felt that they should be able to see documentation of where the money goes.

Mr. Cavanaugh questioned why a special revenue fund couldn't be used to document revenues and expenses for the program to increase transparency. Superintendent Dr. Alan Bookman said that they want to maximize transparency but also want to ensure it is legal. He continued to say that they intend to apply funds to long range projects that cross fiscal years like the roof or boiler and thus would be using the 1% allowable carryover for that. Mr. Cavanaugh confirmed with

Dr. Bookman it would be in the budget book and asked if they could get a quarterly report similar to what they get for the boathouse. Mr. Johnson said they could and then added that LINKS is also supported by the General Fund and it was a recommendation of the auditors not to handle it via a Special Revenue Fund. Mr. Cavanaugh said he would like to get a quarterly report on LINKS.

Mr. Osgood questioned if there would be a page showing what the LINKS program cost. Dr. Bookman said that the students are mixed between in and out of district and it's unlikely they would need an entire teacher but if they needed a para, it would be charged back to the student's district. Mr. Osgood said it was important to understand the cost of the program so they can understand the cost versus benefit. Mr. Norman said he had similar concerns. He continued saying that LINKS is good for the town and for the area but they should strive for the best accounting of revenues versus expenses. Dr. Bookman said that they would be providing the information to the Board of Education so they will share it with the Council as well.

Mrs. Barry said that these are valid concerns saying that the issue is that it is difficult to isolate the costs between Glastonbury and out of district students. Ms. LaChance asked if staffing was stable even if students moved in and out. Dr. Bookman said that the PPT Meeting is what determines how a need is met. Dr. Beckett said he speculated there were incremental costs with taking on out of district students and charged the Superintendent and Board of Education with working hard to determine those costs. Chairman Gullotta agreed that he would like the Board of Education to share the information of the expenses of the program with the Town Council. He noted that if a teacher load is 5 and there are 3 students from Glastonbury, the teacher is not being used to full capacity where adding 2 students would offer revenue for the town. He echoed the benefit to help all understand the revenues and expenses associated.

5. New Business.

(a) Discussion and possible action concerning supplemental appropriation for elementary school air-conditioning (refer to Board of Finance; set public hearing).

Mr. Johnson reviewed his memo on the subject to the Council dated January 5, 2018, noting that the figure of \$2.7M is a result of the design work and is ready for bid. He added that he hoped that the bid and actual costs come in under that figure. He noted that this is a significant off-cycle expenditure and suggested they could consider having the capital program reimburse this over the course of a couple of years. Ms. Carroll asked about installation of the units in the center of the classroom. Mr. Johnson explained that center placement allows for better functioning with the consultant Lucien Dragulski from Bemis adding that it costs just under

\$1K/unit to install in the ceiling in the center of the room. Ms. Carroll noted it was a balance of benefit versus cost.

Mr. Norman asked about the change in the unit costs and Mr. Johnson emphasized that previous estimates were very preliminary. Mr. Cavanaugh asked about the guarantee of the Superintendent and Board of Education that the project could be done for \$1.6M and now with \$.6M spent, the cost is estimated to be \$2.1M more. Dr. Bookman said that he hoped he didn't use the word guarantee rather that if it was over \$1.6M, they would use their own labor. Mr. Cavanaugh stated that Chairman Gullotta had even confirmed specifically that if the cost was determined to be more, the Board of Education would not come back to the Council seeking additional funding. Dr. Bookman said that they still hope it will come in less through the bid.

Mr. Cavanaugh asked how they should plan to have the CIP repay the general fund and if they should include the \$600. Mr. Johnson said that the latter makes little difference since it came through the Capital Reserve Fund. Ms. Carroll asked if the bid would be by school or for the entire project. Mr. Johnson said that they need to discuss how it will be packaged including the ability to deduct for work done in-house. Mr. Niland questioned how many units could be installed in-house. Dr. Bookman said that it would take longer to fit it into their other work and they would do as many as they could. Mr. Osgood noted that at the previous Council table, a motion to fund \$1.6M and allow the Board of Education pick up any added expenses was defeated adding that this speaks to following the established process to get reliable budget numbers.

Motion By: Mr. Niland **Seconded By:** Dr. Beckett
BE IT RESOLVED, that the Glastonbury Town Council hereby refers to the Board of Finance the request for a \$2 million transfer and appropriation from the General Fund-Unassigned Fund Balance to Capital Project-Elementary School Air-Conditioning, for a funding report and recommendation, and schedules a public hearing for 8:00 p.m. on Tuesday, February 13, 2018 in the Council Chamber of Town Hall, 2155 Main Street, Glastonbury, to consider the proposed transfer and appropriation, as described in a report by the Town Manager dated January 5, 2018.

Disc: A discussion ensued about specifying repayment and the time period to repay.

Amendment By: Mr. Osgood **Seconded By:** Dr. Beckett
BE IT RESOLVED, that the Glastonbury Town Council hereby amends the motion on the floor specifying that the General Fund Undesignated Fund Balance must be reimbursed by the Capital Improvement Program or other sources over a period of time not to exceed 3 years.

Disc: Mr. Osgood and Chairman Gullotta expressed support. Dr. Beckett expressed support adding that if there is a disaster, the Council can revisit but felt it made sense to put the time frame.

Result: Motion amended by a unanimous vote. {9-0-0}

Disc: Mr. Norman said that former Councilman Byar had motioned for \$2.7M and a lot was said in the fall indicating he would like to have heard some acknowledgment that the process they had endeavored to pursue could have gotten the Council to this point.

Result: Amended motion passes {9-0-0}

- (b) **Action on proposed land acquisition (refer to Town Plan & Zoning and Board of Finance; set public hearing).** **Not discussed**

6. **Consent Calendar.** **None**

7. **Town Manager's Report.**

Mr. Johnson briefly reviewed his report to the Council dated January 5, 2018, noting his expense report and the need to appoint two Members to the audit exit. Chairman Gullotta appointed Council Members Mr. Norman and Mrs. Barry to the Exit Audit. Mr. Johnson also said that there has been news coverage across the state about supplemental tax bills although Glastonbury is not doing that. He informed the Council about the plan for handling the coming holidays based on where they fall on the calendar. Chairman Gullotta confirmed with his colleagues that there was no objection to handling the holidays.

Mr. Johnson said they just received notice they were one of four communities who received a grant for favorable results regarding employee loss. Mrs. Barry asked who was Police Officer of the Year to which Mr. Johnson replied saying Lieutenant Catania. Mr. Cavanaugh asked Mr. Johnson to follow up with Plan B who continues to leave things like trash out by their New London Turnpike doorway. He also asked about the Health Care Reserve budget. Mr. Johnson said that they had gotten incorrect information which they relied on to set premiums and have now adjusted to better balance the reserve. Chairman Gullotta stated that he would like to see the CIP discussion taped and aired over cable.

Motion By: Dr. Beckett **Seconded By:** Mr. Niland
BE IT RESOLVED, that the Glastonbury Town Council hereby acknowledges receipt of the quarterly expense report from the Town Manager dated October through December, 2017.

Result: Motion passes {9-0-0}

8. Committee Reports.

(a) Chairman's Report.

Chairman Gullotta said that he and Dr. Beckett attended a Town Center Initiative meeting where they discussed creative ideas to tackle the lack of parking. He also noted that there are some questions about Academy School.

(b) Metropolitan District Commission.

Mr. Osgood said that the MDC is a large organization grappling with how to approach replacement of old infrastructure.

(c) CRCOG Policy Committee.

Dr. Beckett said there was nothing new from CRCOG since the last update.

Motion By: Mr. Niland

Seconded By: Mr. Osgood

BE IT RESOLVED, that the Glastonbury Town Council hereby recognizes the service of former Council Members Ms. Boisvert, Mrs. Keefe, Mr. Finn and Mr. Byar.

Result: Motion passes {9-0-0}

9. Communications.

None

10. Minutes

(a) Minutes of December 5, 2017 Regular Meeting.

Motion By: Mr. Niland

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby approves the Minutes of December 5, 2017, Regular Meeting with the following corrections:

Item #5a, "BE IT FURTHER RESOLVED, that the adopted Board of Education and Town budgets for 2017-2018 be increased by a total of \$1,712,575-\$1,212,575 and \$500,000

Present for the Executive Session are council members, Mr. Thomas P. Gullotta, Chairman, Mrs. Jill Barry, Vice Chairman, Dr. Stewart Beckett III, Ms. Deborah A. Carroll, Mr. Kurt P. Cavanaugh, Ms. Mary LaChance, Mr. Lawrence Niland, Mr. George P. Norman and Mr. Whit C. Osgood as well as Richard J. Johnson, Town Manager.

Motion By: Mr. Niland

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby adjourns their regular meeting of January 9, 2018, at 8:45 pm.

Result: Motion passes unanimously {9-0-0}.

13. Adjournment

Motion By: Mr. Niland

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby adjourns their regular meeting of January 9, 2018, at 8:46 pm.

Result: Motion passes unanimously {9-0-0}.

Respectfully submitted,

Kimberly Meanix Miller

Kimberly Meanix Miller
Recording Clerk

Thomas Gullotta
Chairman